



2019 Specific Opportunity Stipend Tompkins (SOS Tompkins)

from the Community Arts Partnership
(After March 1st) 121 N. Tioga Street, Ithaca, NY 14850
607-273-5072, ext. 20 / www.artspartner.org

Contact: **Robin Schwartz**, programs@artspartner.org

The Specific Opportunity Stipend of Tompkins County (SOS Tompkins) is a grant program of the Community Arts Partnership (CAP). SOS is designed to support Tompkins County artists of all disciplines with a specific project or opportunity that will provide significant impact and expansion to their art career.

For the purposes of this grant, the words “Specific Opportunity” is defined as:

- a documented opportunity to which you have been invited that will boost your career in a significant way.
- participation in an event/conference/program that is a crucial step to bringing your career to the next level.
- completion of a project where the final result will be used to significantly impact your career.
- (in all cases,) a demonstrated step up in an art career, rather than a lateral move.

SOS Tompkins Details:

- Applicant artists must live within Tompkins County.
- There are two annual grant cycles:
 - Deadline: **Monday March 11** (for opportunities from April to December 2019)
 - Deadline: **Thursday October 10** (for opportunities from November 2019 to June 2020)
- Artists of all disciplines can apply for \$100 to \$1,500.
- Artists can submit one application for each deadline.
- Artists whose ongoing work impacts our local communities will be given higher consideration.
- CAP has \$24,000 per year with \$12,000 allotted for each of the annual deadlines. CAP usually receives over 40 requests totaling over \$50,000. Less than 30% of applicants are funded. Awards may be less than the requested amount.
- Applicants will be notified of results within a month of the application deadline.
- Collaborations are welcome. Contact Robin with advice on writing a collaborative request.
- An important part of the application is providing very specific details about the impact your opportunity will have on your career.
- An artistic resume is a required attachment.

Panel Review Criteria:

Proposals are evaluated and selected in a competitive process by review panels made up of artists, administrators and community members. Review criteria includes:

- Application completeness and clarity; use of clear language.
- The merit of the opportunity and its feasibility as it relates to the artists career trajectory.
- The artist’s ability to detail and articulate the significant impact on their career.
- Community impact of the proposed project.
- Evidence that applicant is currently producing art and are active in their artistic careers.

Draft Review:

- Robin, CAP Program Director, is happy to discuss and review your draft request before the deadline. A draft review is recommended. Please note that her suggestions in no way constitute a guarantee of funding, as she does not make funding decisions.

SOS Tompkins Can Fund:

(Items listed below must be directly associated with a Specific Opportunity as described above.)

Travel and accommodation costs; Rental of equipment, or materials; Hiring of technical support; Promotional expenses; Documentation of work; Entry, exhibition, registration or tuition fees; Workshops or mentorships.

SOS Tompkins Does Not Fund:

- The creation of art not related to a Specific Opportunity
- Artistic supplies or equipment not directly related to a Specific Opportunity.
- Meals, food or reception expenses.

Specific Examples for opportunities:

- A musician received support for printing/postage to ship his scores for a European performance.
- A visual artist received support to design brochures for a conference trade show.
- A visual artist received support to attend and ship work to their first solo show in Brooklyn.
- A playwright received funds to help with travel costs to attend her play reading at a NYC Festival.
- A filmmaker received funds to finish a film that was slated to air on WSKG.
- A writer received funding for an editor for their upcoming accepted novel.
- A choreographer received funding for travel for inclusion in a European documentary.

Artist responsibilities if awarded a grant:

- Sign a funding agreement detailing the use and requirements of SOS funding.
- Upon receiving award notification, show proof of residency.
- Provide a W-9 form to CAP if award is \$600+.
- Credit support from CAP in publicity and media materials related to project (as outlined in the funding agreement).
- Submit a SOS Final Report e-mail after project completion.
- The Community Arts Partnership reserves the right to describe or reproduce material from any opportunity awarded funding through SOS for publication or public relations purposes.

Budget:

We like to see all costs directly associated with your request, even if the total is more than SOS can award (\$1,500) and even if you know some of the expenses can not be covered (i.e. meals)

Sample Budget:

- Please use the sample format below. (You do not need to use a table program - just columns).
- You can change the types of expenses and income to fit your project.
- Note how the expenses are explained in details in the middle column.

PROJECT EXPENSES	Description & Provide Breakdown	Amount
Local Space Rental	Rehearsal space – 3 dates @ \$100/each	\$300
Travel Costs	Car: 250 miles @.54/mi	\$135
Musician	Piano accompanist	\$250
Printing and Design	Poster, & audience programs	\$175
Accommodations	NYC – 2 nights	\$210
	TOTAL	\$1,070
PROJECT INCOME		
Donations	Private fundraising/Contributions	\$400
	TOTAL	\$400
PROJECT REQUEST		\$670

Submission Instructions: (Please follow the page limit instructions.)

APPLICATION:

Submit as .doc - no more than 3 pages

RESUME:

Submit as .doc (.pdf second choice)

Use as few pages as necessary - ideally - no more than 2 pages.

A resume is required - not a bio

CONFIRMATION:

If applying for an opportunity to which you have been invited, include written proof from a third party. Ideally this should be on organization letterhead, but a copy of an e-mail is fine. (No letter is required for a self-generated project or opportunity.)

OPTIONAL SUPPLEMENTAL MATERIALS:

Feel free to include images of materials that might assist the panel in understanding your opportunity.

Do not send items unrelated to the project.

No work sample is required. Do not include one.

MAIL OR E-MAIL:

Materials must be e-mailed to progrms@artspartner.org as attachment. .doc is preferred.

SOS Tompkins Application March 2019

Please retain the following format. Include/Keep numbers and questions.

Please limit questions 1 - 14 to no more than 3 pages

1. Artist Name:
2. Mailing Address:
3. Are you currently living in Tompkins County? If yes, since what date?
4. How many years to you plan on living in Tompkins County?
5. Phone:
6. Email:
7. Website:
8. Name of Project/Opportunity:
9. Date(s) of Project/Opportunity:
10. Is this an opportunity to which you have been invited?
11. **Narrative (please follow this format)**
 - a. (One or two sentences) Briefly describe your project or opportunity
 - b. (Up to four sentences) Briefly describe your artistic discipline. (e.g. I create mixed media sculpture...)
 - c. (Take all the space you need, noting the 3 page limit for the entire application.) Describe, **in great detail**, your project or opportunity. Details here are very important.
 - d. What are the grant funds needed for?
 - e. Describe, **in great detail**, how this project or opportunity impacts your professional career. **Specifics are required.**
12. **Budget:** Please see instructions in Guidelines

PROJECT EXPENSES	Description & Provide Breakdown	Amount
	TOTAL	
PROJECT INCOME		
	TOTAL	
PROJECT REQUEST		

13. If your budget deficit exceeds the amount this grant can fund (or if you receive funding at a lower amount), how would you make up the difference (or decrease costs)?

14. Your signature certifies that the narrative, budget and supporting documentation are accurate and true. (If e-mailing as attachment, typing your name serves as your signature. The above sentence must appear with your signature.)

Applicant Signature _____